
Executive

15 January 2008

Report of the Head of Civic, Democratic and Legal Services

Minutes of Working Groups

Summary

1. This report presents the minutes of recent meetings of the Local Development Framework Working Group, the Social Inclusion Working Group and the Economic Development Partnership Board and asks Members to consider the advice given by these groups in their capacity as advisory bodies to the Executive.

Background

2. The revised Constitution agreed by Council on 27 April 2006 created a number of Working Groups whose role is to advise the Executive on issues within their particular remits. The Groups are:
 - Social Inclusion Working Group (equalities issues)
 - Young People's Working Group (young people's issues)
 - Local Development Framework Working Group (matters relating to the Local Development Framework)

The Constitution also includes a Protocol on Councillor Working Groups, which sets out rules and guidelines for the establishment and operation of Working Groups.

3. To ensure that the Executive is able to consider the advice of the Working Groups, it has been agreed that minutes of the Groups' meetings will be brought to the Executive on a regular basis. The Executive has also agreed to receive minutes of the meetings of the Economic Development Partnership Board, which acts as an advisory body to the Council and to the Local Strategic Partnership.
4. Previously, the minutes of the above bodies were scheduled on the Forward Plan for consideration by the Executive on a quarterly basis. However, at the Executive meeting on 4 December 2007, Members requested *"that, in future, draft minutes of Working Groups requiring Executive endorsement be submitted as soon as they become available"*. In accordance with that request, minutes of the following meetings are presented with this report:

- LDF Working Group – minutes of meeting on 13 November 2007 (Annex A)
- Social Inclusion Working Group – draft minutes of meeting on 21 November 2007 (Annex B)
- Economic Development Partnership Board – draft minutes of meeting on 26 November 2007 (Annex C).

Consultation

5. No consultation has taken place on the attached minutes, which have been referred directly from the groups concerned. It is assumed that any relevant consultation on the items considered by the groups was carried out in advance of their meetings.

Options

6. Options open to the Executive are either to accept or to reject any advice that may be offered by the groups, and / or to comment on the advice.

Analysis

7. There are no resolutions within the attached minutes which require the specific endorsement or approval of the Executive. However, Members may wish to note in particular:
 - a) The comments of the LDF Working Group on phase 1 of the City of York Strategic Housing Land Availability Assessment (Minute 25 of Annex A refers)
 - b) The initial comments of the Social Inclusion Working Group on the User-Led CIL (Minute 17 of Annex B refers) and their suggestions in relation to future membership of the Group (Minute 19 of Annex B refers).
 - c) The proposals of the Economic Development Partnership Board to review the Board's membership (Minute 17 of Annex C refers), the Board's comments on the Future York Group Report (Minute 18 of Annex C refers) and the Board's consideration of proposals for the City Centre Partnership (Minute 20 of Annex C refers).

Corporate Priorities

8. The aims in referring these minutes accord with the Council's corporate values to provide strong leadership in terms of advising these bodies on their direction and any recommendations they wish to make.

Implications

9. There are no known implications in relation to the following in terms of dealing with the specific matter before Members, namely to consider

the minutes and determine their response to the advice offered by the Working Groups:

- **Financial**
- **Human Resources (HR)**
- **Equalities**
- **Legal**
- **Crime and Disorder**
- **Property**
- **Other**

Risk Management

10. In compliance with the Council's risk management strategy, there are no risks associated with the recommendations of this report.

Recommendations

11. Members are asked to consider the minutes attached at Annexes A, B and C and to decide whether they wish to respond to any of the advice offered by the LDF Working Group, the Social Inclusion Working Group and the Economic Development Partnership Board.

Reason:

To fulfil the requirements of the Council's Constitution in relation to the role of Working Groups.

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Report Approved



Date 17/12/07

Specialist Implications Officer(s) None

Wards Affected:

All



For further information please contact the author of the report

Annexes

Annex A – Minutes of the meeting of the LDF Working Group held on 13 November 2007.

Annex B – Draft minutes of the meeting of the Social Inclusion Working Group held on 21 November 2007.

Annex C – Draft minutes of the meeting of the Economic Development Partnership Board held on 26 November 2007.

Background Papers

Agenda and associated reports for the above meetings (available on the Council's website).